

APPROVED

TOWN OF WESTFORD

BOARD OF SELECTMEN

MINUTES

DATE: February 8, 2005

TIME: 7:30 P.M.

PLACE: J.V. Fletcher Library

PRESENT: Robert Jefferies, Dini Healy-Coffin, Christopher Romeo,
Allan Loiselle, James Silva

OTHERS

PRESENT: Steve Ledoux-Town Manager, Audience Members

Open Forum

Kathleen Smith, Jennie Richards Road, asked for the Board's assistance regarding the School Resource Officer partnership. Smith was concerned that the position seems to have evolved over the years. Smith asked what the Board's role was in the partnership. Smith stated that she was having trouble getting a copy of the partnership agreement and that the School Superintendent was supposed to be mailing a copy to her. Smith felt that the partnership agreement should be reviewed. Smith disagreed with having a police officer in Westford Academy stating that she preferred a dean of discipline and if actions become criminal then call in the police. Smith also believed that the School Resource Officer was not supposed to carry a firearm. Smith stated that she will be speaking to the School Committee. Healy-Coffin stated that the agreement was between the Police Department, School Committee and Selectmen. Jefferies stated that the original policy was set by the federal government and paid by a grant.

Update on FY06 Budget

Suzanne Marchand, Finance Director, made a presentation regarding preliminary information as follows:

Reserves Below Minimum Recommended FY06 – Projected \$1M

Department Requests	5,900,000
Additional Below Minimum	4,900,000
Recent Requests	203,000
Highway	128,000
Land Mgt EBC	50,000
Master Plan EBC	25,000

Department Requests Above Projected**FY06 Override Scenarios Tax Impacts**

\$2M Override 5.88%, \$3M Override 7.99%, \$4M Override 10.09%,
\$5M Override 12.20%, \$6M Override 14.31%, \$7M Override 16.41%

FY06 Override Scenarios

\$5.9M Below Minimum Recommended Reserves

\$6M Override – 14.3% Tax Burden (FY06 Solution)

\$7M Override – 16.4% Tax Burden (FY06-07 Solution)

Budget hearings begin on Wednesday, February 9, 2005. Romeo felt that it would be helpful to have the hearings televised. Ledoux stated that override wording must be received by the Town Clerk by March 29th. Healy-Coffin asked Marchand to provide in writing the average cost per household for each override scenario. Loiselle reminded the audience that what is being shown is not the end product after the budget process is completed. Margaret Murray, School Committee, stated that the School Committee was holding a working session later tonight and that they would be prepared to answer questions at the budget hearing on February 10th.

Review of Environmental Notification Form (ENF) for Summer Village, Wymans Beach

Attorney Douglas Deschenes was present for Guthall, LLC regarding the submittal of the ENF to the State Secretary of Environmental Affairs. Guthall plans to take the pre-existing nonconforming use and convert it into a 285 seasonal private cottage resort which will be open between April and October. The project is scheduled to go before the Zoning Board of Appeals on February 16th and the Planning Board on February 22nd. Deschenes stated that a number of local permits, orders of conditions, variances and special permits are needed. The sewage treatment plan and water supply system will be shut down at the end of the season. Deschenes felt that the project would have less impact on the lake. There will no longer be public access to the beach nor will motorized boats, jet skis, etc. be allowed on the lake. The remaining acreage will be open space. Deschenes stated that he would be willing to discuss a Conservation Restriction. Loiselle asked that the Conservation Commission look at the flow of the stream which he believed went out to Keyes Pond. Deschenes stated that the average price range per unit will be \$125,000 to \$200,000. Deschenes estimated that the tax revenue generated would be \$500,000 to \$700,000 annually.

Deschenes updated the Board on the extensive meetings held with the neighbors and the current campers. Deschenes stated that they will continue to work with the neighbors as well as with the Police and Fire Departments regarding emergency access.

Request from Butter Brook Golf Course for Placement of Trailblazing Sign at the Intersection of Concord Road/Carlisle Road

It was moved by Romeo, seconded by Healy-Coffin, and VOTED UNANIMOUSLY, to authorize the placement of the sign contingent upon the sign being aesthetically pleasing.

Review of Right of First Refusal – Laughton Parcel off of Stoney Brook Road

Ledoux showed an aerial photograph of the 18 acre site. Romeo pointed out that the Purchase and Sale Agreement shows Raymond J. Ciccolo as individual and Raymond J. Ciccolo signing as Trustee. Romeo asked if there was any background information on Ciccolo. Romeo wanted to know that plans Ciccolo had for the property if the Town does not buy it. Romeo also had a concern regarding paragraph 21 of the P&S relative to a trustee having no liability. Romeo asked that Town Counsel verify that this is a bona fide offer to purchase. Romeo felt that the price was reasonable and that there could be recreation and diversified housing opportunities. Loiselle was concerned with the sensitivity of the land given the proximity to Stony Brook. Healy-Coffin agreed that the price seemed reasonable and suggested a joint meeting of boards with the Land Acquisition Oversight Committee to get input and to determine if there is any funding available. Jefferies asked to see the parcel laid out with the riparian zone and wetland buffer zones. Ledoux noted that June 2, 2005 is the decision deadline and that a decision is needed by mid-March in order to get on the Annual Town Meeting warrant. Romeo asked if an exploratory committee should be formed. Loiselle stated that the Board needed to look at this in terms of other large land purchases that may come up in the future.

Peter Mahler, 25 Vine Brook Road, member of the Conservation Commission, reported that the Westford Land Preservation Foundation had been in negotiations with the seller in the past and that they may be still interested in the property. Mahler stated that the Conservation Commission is very interested in the property. Mahler also stated that Commission recently purchased 10 acres of land on the other side of Stony Brook.

Bob Shaffer, 7 Blake's Hill Road, noted that this parcel was rated as a high impact parcel in the land use report.

Results of Town Manager's Annual Evaluation

Continued to the February 22nd meeting as Jefferies was waiting for the evaluation forms to be forwarded to him by Board members.

Licenses and Permits

Public Hearing – Transfer of Liquor License from (DBA) Beef 'n Ale to (DBA) Belle's Bistro, Inc., 2 Powers Road – Attorney Paul Alphen, representing the applicant, asked to transfer the liquor license to Belle's Bistro, Inc. Nancy Blanchard, president and treasurer of Belle's Bistro, outlined the plans for the restaurant.

There will be no changes to the site plan. Healy-Coffin advised Blanchard to speak to the Board of Health regarding roasting coffee in the restaurant.

It was moved by Romeo, seconded by Healy-Coffin, and VOTED UNANIMOUSLY, to approve the transfer of the liquor license.

One Day Beer and Wine License, Nabnasset Country Club, Golf Tournament, July 23, 2005, 11:00 AM-8:00 PM (rain date July 24, 2005). It was moved by Loiselle, seconded by Healy-Coffin, and VOTED 4 IN FAVOR WITH 1 ABSTAINING (Romeo), to approve.

Franklin Property

Ledoux read a report submitted by the Tax Collector. Three parcels have been foreclosed on by the lender. The new owner, Urban Design and Development, paid the taxes. The Tax Collector is planning to foreclose on a small parcel of land.

Update on Perchlorate

Ledoux summarized the Perchlorate Evaluation Summary prepared by CEI. Ledoux also reported that the Winchester property has been tied in to Town water.

Minutes

It was moved by Romeo, seconded by Healy-Coffin, and VOTED UNANIMOUSLY, to approve the executive session minutes of December 14, 2004 but NOT release to the public.

It was moved by Loiselle, seconded by Romeo, and VOTED 4 IN FAVOR WITH 1 ABSTAINING (Healy-Coffin), to approve the minutes of January 11, 2005 (regular session).

It was moved by Loiselle, seconded by Romeo, and VOTED 4 IN FAVOR WITH 1 ABSTAINING (Healy-Coffin), to approve the minutes of January 11, 2005 (executive session) and release to the public.

It was moved by Loiselle, seconded by Healy-Coffin, and VOTED UNANIMOUSLY, to release all of the 52 Beaver Brook Road executive session minutes unless there are other items in the minutes.

Board Reports/Updates

East Boston Camps – Healy-Coffin commended Town Meeting and all of the parties working together to purchase the East Boston Camps property. Romeo asked if the Board would consider recognizing George Fletcher's name in some fashion with the East Boston Camps.

William D. Coakley Complex – Romeo reported on the recent groundbreaking ceremony at the Stony Brook Housing Authority parcel.

Communications Advisory Committee (CAC) – Silva reported that he toured the Westford Academy with Ron Zimmerman, Community TV, regarding a studio location. Silva stated that Westford Academy lacks space for an office and editing. Silva stated that they are going through various options and that the process of finding studio space is ongoing. Jefferies stated that there is a question of access to the studio in the Westford Academy and that there is a question of limiting the access by other towns in Nashoba Tech. Jefferies suggested looking at the alternative of leasing space.

Old Business/New Business

Reaffirmation of the charge of Permanent Town Building Committee – Ledoux and the Board reviewed the Permanent Town Building Committee charge. Ledoux stated that the Committee needs some direction from the Board regarding the proposed senior center. Jefferies and Ledoux will work with the Committee and Fred Magdalenski.

Nashoba Valley Technical High School – The Board signed the approved common victualler license. Ledoux announced that an open house would be held at Nashoba Tech on Wednesday, February 9, 2005 at 5:30 p.m.

Easements for Picking/Gould Farm – It was moved by Romeo, seconded by Healy-Coffin, and VOTED UNANIMOUSLY, to approve.

Joint Meeting with the Planning Board – Ledoux referenced a request from the Chairman of the Planning Board requesting a joint meeting with the Selectmen on Tuesday, February 22, 2005 at 7:15 p.m. to appoint Planning Board member Peter Fletcher until the town election. The meeting to be held at the Westford Academy. Ledoux to also schedule an executive session for February 22nd to finalize the details regarding the East Boston Camps conveyance.

Correspondence

2.4 Letter from Acton Board of Selectmen re: Intermunicipal Agreement re: Woodlands at Laurel Hill. The Board and Ledoux discussed the letter. It was the consensus of the Board that Ledoux correspond with the Town of Acton indicating that the Westford Board of Selectmen is not in favor of compensation for the Acton Police and Fire response nor is the Board in favor of the Acton Board of Health participating in the permitting and oversight of the sewer treatment plant.

Motion to Go Into Executive Session

It was moved by Romeo, seconded by Healy-Coffin, and VOTED UNANIMOUSLY, to go into Executive Session at 9:45 p.m. for the purpose of discussing the East Boston Camps Purchase and Sale Agreement; labor issues; and the Stepinski property. A polling of the Board: Jefferies-yes; Healy-Coffin-yes; Romeo-yes; Loiselle-yes; Silva-yes. The Board to reconvene to regular session for the purpose of adjourning only.

Reconvene to Regular Session

The Board reconvened to regular session at 10:00 p.m.

Open Items

- 2/8-1 Town Counsel to verify bona fide offer re: Laughton property; right of first refusal.
- 2/8-2 Results of Town Manager's annual evaluation continued to 2/22 meeting.
- 2/8-3 Jefferies and Ledoux to work with the Permanent Town Building Committee and Fred Magdalenski re: proposed senior center.
- 2/8-4 Ledoux to send response to Acton Board of Selectmen re: Intermunicipal Agreement for proposed development of Woodlands at Laurel Hill letter dated February 1, 2005 (corr. 2.4).
- 2/8-5 Ledoux to schedule a joint boards and Land Acquisition Oversight Committee meeting to discuss Laughton parcel.
- 2/8-6 Ledoux to schedule joint meeting with Planning Board on February 22nd to appoint Peter Fletcher until the town election.
- 2/8-7 Ledoux to schedule an executive session for February 22nd to finalize details on East Boston Camps.

Adjournment

It was moved by Healy-Coffin, seconded by Romeo, and VOTED UNANIMOUSLY, to adjourn the meeting at 10:00 p.m.

Steve Ledoux, Town Manager

Robert Jefferies, Chairman

Submitted by Beth A Kinney, Recording Secretary